

# MICHIGAN DEPARTMENT OF EDUCATION

## SUPPLEMENTAL EDUCATIONAL SERVICE PROVIDER APPLICATION

**INSTRUCTIONS:** Pages 1 and 2 of this application should be completed using this electronic document. The narrative should be created using a separate document. Mail or deliver the original and three copies of the complete application, including the signed assurances, narrative, and attachments to: Office of School Improvement, Michigan Department of Education, PO Box 30008, Lansing, MI 48909. Also, email the completed pages 1 and 2 of this application as an attachment to [MarshH@michigan.gov](mailto:MarshH@michigan.gov).

101305

CHECK THE APPROPRIATE BOX:

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> For Profit Company   | <input type="checkbox"/> Local School District        | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Non-Profit Organization         | <input type="checkbox"/> Public School Academy        | <input type="checkbox"/> Private School               |
| <input type="checkbox"/> Institution of Higher Education | <input type="checkbox"/> Intermediate School District | <input type="checkbox"/> Faith-Based Organization     |

### Section 1: Provider Identification

Name of Entity Carter, Reddy & Associates, Inc. (C&R)

Name of Director Raahul C. Reddy, COO

Address 12048 Grand River Ave, Ste 3 City Detroit State MI Zip 48204

Phone 313-491-6467 Fax 313-491-6942 Email candr@crandassociates.org

Proposed Location of Services (if different from above):

Address Several off-site locations City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If different from Director:

Name of Contact Person Jethella Nolan

Address 12048 Grand River Ave, Ste 3 City Detroit State MI Zip 48204

Phone 313-491-6467 Fax 313-491-6942 Email candr@crandassociates.org

### Section 2: Provider Geographic Service Area Information

#### 1. Our organization can provide services to:

All local school districts/PSAs in Michigan: Yes ☒ No ☐

To only the following areas: (Please list the counties or local school districts/PSAs you are willing to serve)

\_\_\_\_\_  
\_\_\_\_\_

#### 2. Proposed Location of Services – Provide addresses for the locations where you plan to deliver SES services to students:

Site Location #1: \_\_\_\_\_

Site Location #2: \_\_\_\_\_

Site Location #3: \_\_\_\_\_

**3. Transportation** – Provide information about accessibility to public transportation from your site:

Most sites are on Public Bus lines or within walking distance of neighborhoods.

---

**4. Indicate if you are willing to provide services to eligible students at the school site:**

Yes ☒ No ☐

**Section 3: Provider Academic/Instructional Program Information**

**1. Subject Areas Covered** – List all subject areas you address in working with students:

Reading & Writing

Mathematics

---

**2. Grade Level Able to Serve** – Indicate the grade levels you are able to serve: K - 12

**3. Time of Services** – Indicate when you deliver services to students:

☐ Before School ☒ After School ☐ Weekends ☐ Summer ☐ Other \_\_\_\_\_

**4. Mode of Instructional Delivery** – Describe the methods by which your program delivers instruction to students:

☐ Individual Tutoring ☒ Small Group Instruction ☐ Large Group Instruction  
☐ Online Web-Based ☐ Other \_\_\_\_\_

**5. Schedule of Services** – Indicate the length of each tutoring session and number of sessions per week:

Length of Session 2 Hours Number of Sessions per Week 3 - 4

**6. Staffing** – Indicate the type(s) of staff that provide instruction to students:

☒ Certified Teachers ☐ Paraprofessionals ☐ Volunteers ☐ Other \_\_\_\_\_

**7. Special Populations Served** – Indicate special populations you are able to serve:

☒ Special Education ☒ Limited English Proficient ☐ Other \_\_\_\_\_

**Section 4: Provider Fees**

**Cost/Fee Structure** – Check and complete the cost/fee structure you use:

☒ \$40.00 per hour (unit of time, e.g., hour, week, etc.) per student.

☐ \$ \_\_\_\_\_ (flat fee) for \_\_\_\_\_ (unit of time, e.g., month, semester, year) per student.